



ZONING PERMIT APPLICATION
CONDITIONAL USE

PUBLIC WORKS DEPARTMENT

11660 Myeron Road North Stillwater, Minnesota 55082 PHONE
(651) 430-4300 EMAIL Publicworks@co.washington.mn.us

PERMIT: \$500.00

AMENDMENT: \$500.00

Payment Date:

Permit #:

Checks payable to WASHINGTON COUNTY

Payment Type:

Parcel Identification Number (s)	
Township & Legal Description	
Project Address – City, State and Zip	
Owner	Address – City, State and Zip
Email	Phone
Applicant (if different than owner)	Address – City, State and Zip
Email	Phone
Description of Request	
<p>In connection with your request for a Conditional Use Permit / Amendment, your signature constitutes permission for a representative of the Washington County Public Works Department to enter upon your property, during normal business hours, for the purpose of evaluating your request. This may involve minor excavation and soil borings. If you wish to be present during such inspection, please contact this office.</p>	
Signature of Owner (Required)	Date
Signature of Applicant (Required – if different than owner)	Date



CONDITIONAL USE PERMIT APPLICATION CHECKLIST

The County must receive the following items to process your application. Your application will not be processed until all of these items are received. During the review of your application by staff, additional information may be requested. The Planning Advisory Commission will hold a public hearing to consider the application within sixty (60) days of the date your application is determined by staff to be complete. For further information regarding the conditional use permit process, please refer to Chapter 1, Section 9, Conditional Use Permits, of the Washington County Development Code.

_____ **Fee (Non-refundable)**

_____ **Application Form**

Submission Standards:

The scale of maps submitted shall be at least **1" = 200'**. Maps for sites less than 50 acres shall be at least **1" = 100'**. A minimum of 20 copies of each map shall be submitted. Additional copies may be required. All maps shall be reduced to 11" x 17" in size.

_____ **Certificate of Survey**

_____ **Site Plan (20 copies), Drawn to Scale, with the Following Information:**

Existing Conditions:

- Property lines and dimensions
- Building location and setbacks
- Dimensions of buildings
- Curb cuts
- Driveways
- Access roads
- Parking
- Off-street loading areas
- Location of septic system
- Location of well

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Proposed Conditions:

- Property lines and dimensions
- Building location and setbacks
- Building dimensions
- Curb cuts
- Driveways
- Access roads
- Parking
- Off-street loading areas
- Other proposed improvements

_____ **Landscape Plan with the Following Information:**

- Existing vegetation
- Proposed plantings
- Plant schedule, including information about:
 - Plant size
 - Quantity
 - Type and root condition
 - Ground cover

_____ **Grading and Drainage Plan**

_____ **Soil Conditions**

_____ **Building Floor Plan**

_____ **Include architectural elevations of any proposed structure(s)**

_____ **General Location Map**

_____ **Principal Land Uses Within 200 feet of the Property**

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_____ **Proof of Ownership in the Form Of:**

- Abstract of Title
- Certificate of Title
- Attorney's Title Opinion
- Unrecorded documents where petitioner will acquire legal or equitable ownership

_____ **Type of Business or Activity and Proposed Number of Employees**

_____ **Sanitary Sewer and Water Plan (Areas without public sewer or water)**

Information must include:

- Soil tests
- Approved locations for septic system and replacement system

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